

ANNUAL REPORT
of
LANDER COLLEGE

TO THE
GOVERNOR
AND
GENERAL ASSEMBLY

July 1, 1973 - June 30, 1974



Printed Under the Direction of the
State Budget and Control Board

ANNUAL REPORT
of
LANDER COLLEGE

TO THE
GOVERNOR
AND
GENERAL ASSEMBLY

July 1, 1973-June 30, 1974



S. C. STATE LIBRARY

Printed Under the Direction of the
State Budget and Control Board

TABLE OF CONTENTS

	Page
Names and Titles of Responsible Staff Members	3-4
Organization	5
Statutory Authority for the College	6
Purpose	8
History	8-9
Documents Published by the College	9-10
Academic Program	10-12
Student Services	12-13
Residence Halls	12
Counseling Services	12-13
Placement	13
Financial Aid	14
Bookstore	14
Food Services	14
Infirmary	14
Laundry	15
Post Office	15
Student Activities	15-18
Library	19-20
Alumni Affairs	20
Public Affairs	20-21
Administrative Services	21-22
Athletics	22
Physical Plant and Capital Improvements	22-23
Business and Financial Affairs	23-27
Statistics	28

Larry A. Jackson President
Becky Keenum Staff Assistant
Steven Edwards Director of Institutional Research

Gilbert S. Guinn Vice President for Academic Affairs
and Dean

Joseph W. Davis Assistant Dean

Earl Hendricks Director of Admissions and Registrar

Debbie K. Dennis Admissions Counselor

Jackie C. DeVore Admissions Counselor

Ann Hare Librarian

Samuel B. Davis Director of Media Center

Thomas B. HuttoVice President for Public Affairs
Thomas LandrumPublic Information Specialist

Elizabeth Jervey	Dean of Students
Randall Bouknight	Student Affairs Assistant and Veteran Affairs Officer
Douglas Spears	Student Counselor
Martha Bishop	Student Social Advisor
Eugenia C. Barnette	College Nurse
Josie F. Criminger	House Director
Alice B. Gleason	House Director

Alumni Affairs

Grace I. Norman Director of Alumni Affairs

Financial Affairs

Billy K. Dawson Vice President of Financial Affairs

Neil C. Steifle, Jr. Business Manager

E. Mounetta Williams Personnel Officer

David J. Eustace Maintenance Superintendent

Ann B. Highsmith Student Aid Officer

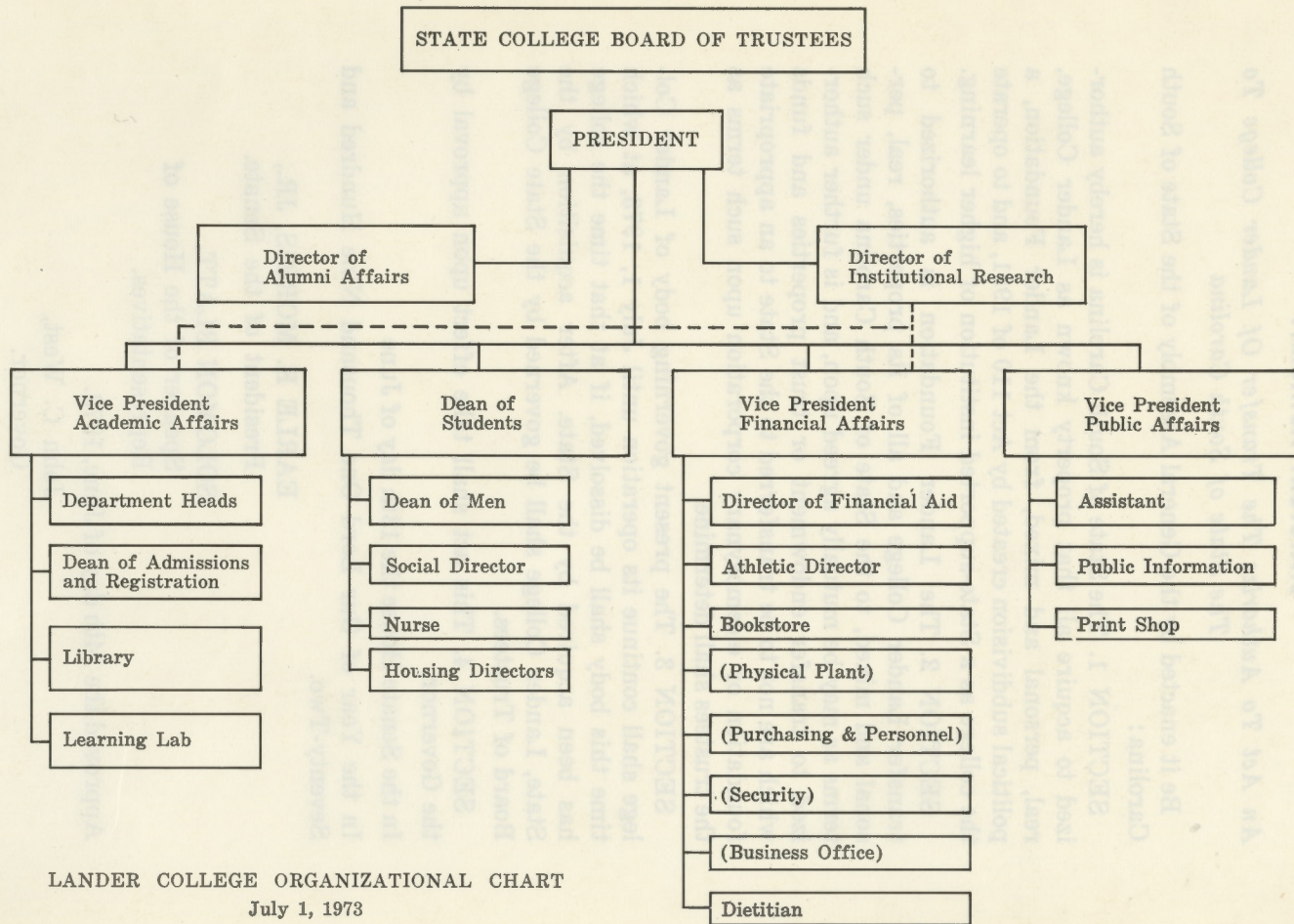
Finis E. Horne Athletic Director

M. Blair Willingham Accountant

Marguerite S. Duckett Dietician

Virginia B. Davies Manager of Bookstore and Campus Shop

Michael H. Padgett Director of Security



LANDER COLLEGE ORGANIZATIONAL CHART
July 1, 1973

STATUTORY AUTHORITY*An Act To Authorize The Transfer Of Lander College To
The State of South Carolina*

Be it enacted by the General Assembly of the State of South Carolina:

SECTION 1. The State of South Carolina is hereby authorized to acquire all that property known as Lander College, real, personal and mixed, from the Lander Foundation, a political subdivision created by Act 110 of 1951, and to operate the college as a State-supported institution of higher learning.

SECTION 2. The Lander Foundation is authorized to transfer Lander College and all of its properties, real, personal and mixed, to the State of South Carolina under such terms as may be mutually agreed upon, and is further authorized to transfer endowment or trust properties and funds which are not to be transferred to the State to an appropriate foundation or eleemosynary corporation upon such terms as the trustees shall determine.

SECTION 3. The present governing body of Lander College shall continue its operation until July 1, 1973, at which time this body shall be dissolved, if at that time the college has been acquired by the State. After acquisition by the State, Lander College shall be governed by the State College Board of Trustees.

SECTION 4. This act shall take effect upon approval by the Governor.

In the Senate House the 13th day of June

In the Year of Our Lord One Thousand Nine Hundred and Seventy-Two.

EARLE E. MORRIS, JR.,
President of the Senate.

SOLOMON BLATT,
Speaker of the House of
Representatives.

Approved the 14th day of June, 1972.

John C. West,
Governor.

BOARD OF TRUSTEES

F. Mitchell Johnson, Chairman

Fitz-John C. McMaster, Vice Chairman

John M. Trask, Jr., Secretary

J. Kermit Addy	Lexington, South Carolina
Allard A. Allston	Darlington, South Carolina
Mrs. Caroline M. Beaver	Greenwood, South Carolina
Joe E. Berry, Jr.	Columbia, South Carolina
D. Walter Green, Jr.	Conway, South Carolina
John E. Johnston, Jr.	Greenville, South Carolina
Calhoun Lemon	Barnwell, South Carolina
Mrs. Sara V. Liverance	Anderson, South Carolina
Richard P. Moses	Sumter, South Carolina
Mrs. Eleanor R. Richardson	Union, South Carolina
James A. Rogers	Florence, South Carolina
J. I. Washington, III	Orangeburg, South Carolina
Mrs. Ellen Carter Watson	Spartanburg, South Carolina

PURPOSE

A College is a community of scholars having as its central purpose the enrichment of the human mind by stimulating and sustaining a spirit of free inquiry directed to an understanding of the nature of the universe and man's role in it. This central purpose is served by activities designed:

To quicken, discipline and enlarge the intellectual capacities of the members of the College Community; and to give to able undergraduates the highest quality instruction leading to baccalaureate degrees in the Arts and in the Sciences, not merely by transmitting established skills and knowledge, but by developing their ability to think, to respond to ideas, and to test hypotheses and interpret human experience anew.

In aspiring to this common goal, the entire Lander College Community is committed to honesty and justice in all of its endeavors.

Lander College is committed to an affirmative action goal of giving all individuals an equal opportunity without regards to race, sex, religion, color or national origin.

HISTORY

Lander College was founded by Samuel Lander, D.D., a Methodist clergyman, in 1872. He opened the Williamston Female College in the town of his ministry, Williamston, South Carolina, and it remained a private institution for 26 years. In 1898, the College became a part of the educational system of the South Carolina Conference of the Methodist Episcopal Church, South. The College was relocated at Greenwood in 1904 and renamed to honor its founder.

In 1948, the Methodist Conference, pursuant to a policy of consolidation in educational efforts, decided to discontinue Lander, but the people of Greenwood objected to being left without a college. Interested citizens of the community formed the Lander Foundation, an eleemosynary corporation, and leased the College from the Church.

In 1951, the County of Greenwood obtained the College

name and property from the Methodist. The South Carolina General Assembly created the Greenwood County Education Commission, known as The Lander Foundation, to serve as the board of control for the College. Lander thus became the only four-year liberal arts college in the United States to be controlled and financed by a county government.

On July 1, 1973, Lander College became part of the South Carolina state system of higher education as a state-supported college. During the transition, Dr. Larry A. Jackson became the tenth president of the College. As a state supported institution and under the leadership of Dr. Jackson, Lander College has begun a new stage of growth with the theme being Campus '80. Presently the college is building a new General Services building which will house the Physical Plant and Security Department as well as offices. The projection is for virtually a new campus with the target date for completion being 1980.

Lander was founded as a college for women and retained that image for many years. Men were admitted in 1943, and the institution is now completely co-educational.

The College has had ten presidents in its one hundred years of service. They are: Samuel Lander, 1872-1904; John O. Willson, 1904-1923; Robert O. Lawton, 1923; B. Rhett Turnipseed, 1923-1927; R. H. Bennett, 1927-1932; John W. Speake, 1932-1941; John Marvin Rast, 1941-1948; Boyce M. Grier, 1948-1966; E. Don Herd, Jr., 1966-1973; and Larry A. Jackson, 1973-.

DOCUMENTS PUBLISHED BY THE COLLEGE

Lander College Bulletin #1 (For Prospective Students)

Lander College Bulletin (The College Catalog)

Lander College Student Handbook

Lander College Evening Schedule

Lander College Summer Schedule

Lander College Directory (Addresses and Telephone Numbers)

Lander Newspaper-The Ivy Press, Friday Morning News Letter

Lander College Year Book-The Naiad
 Lander College mini-Messenger (For the Alumni and friends
 of the College)
 Lander College Staff Handbook
 Lander College Faculty Manual
 Lander College Magazine
 Lander College Security Handbook
 Lander College Literary Review

ACADEMIC PROGRAM

Faculty

During the academic year 1973-74, the faculty of Lander College numbered 60 full-time members. With the additional contribution of part-time members, the full-time equivalent faculty came to a total of 62.5. Faculty-student ratio for the fall semester in head count was 1:17. Of full-time faculty, 40% hold the doctor's degree.

Courses of Study

No new undergraduate programs of concentration were added to the curriculum, but a study of existing programs was begun to determine whether changes were needed. Major programs leading to the degrees of Bachelor of Arts and Bachelor of Science are offered in the following fields: art, biology, business administration, business education, chemistry, drama, early childhood education, elementary education, English, health-physical education and recreation, history, home economics, mathematics, medical technology, modern languages, music, music education, psychology and sociology.

Associate of Arts degrees are offered in nursing, early childhood education, and secretarial science.

Special Instructional Activities

The credit-in-escrow program, a cooperative venture with Greenwood High School, accounted for a total of 55 semester hours credit granted to 15 high school seniors during the fall semester. Taught by high school faculty certified by the ap-

appropriate academic department of Lander College, two courses, biology and history, were offered on the high school campus, with Lander biology laboratory facilities utilized. Credit thus earned is fully transferrable to the college of the student's choice.

ROTC is offered on a cross-enrollment basis with Presbyterian College. Twenty-seven credit hours of military science were earned by 13 Lander College students during the fall semester and two students received commissions as second lieutenants in the United States Army.

The nursing program is a special activity of long standing. Inaugurated in 1956, the school of nursing operates as a regular academic department with its own certification and accreditation by the South Carolina State Board of Nursing. Enrollment is limited to 70 students and the full-time faculty numbers eight for a student-faculty ratio of 9:1. Clinical facilities of Self Memorial Hospital are used.

The medical technology degree program consists of three years at Lander College and one year of in-service training at an approved hospital in Charleston, Columbia, Greenville or Greenwood. Lander has graduated approximately 110 students in medical technology since the first class in 1957. More than 90% of these graduates still serve as licensed medical technologists in South Carolina hospitals and clinics.

Developmental (remedial) studies during 1973-74 were enhanced greatly by the use of the Instructional Media Center with its reading machines, sound-on-slide equipment, video-corders and monitors, tape recorders of various kinds, and testing materials. The center also serves a self-evaluation purpose in directed teaching and speech courses, using closed circuit television equipment.

The summer school, while perhaps not a special activity, should not be overlooked in any enumeration of academic offerings at Lander College. Recertification requirements for local teachers; means of acceleration toward less than four-year graduation, opportunities to make up failures at Lander or elsewhere, early introduction to college for freshmen, and other needs are met during the summer session.

Enrollment during first term of the 1974 summer session totaled 522, of whom 68 were transients and 22 public school teachers. The summer 1974 produced a total of 4527 credit hours, or 18% of the total credit hour production for 1973-74.

The academic year closed with participation by five Lander professors in a workshop sponsored by The Danforth Foundation at Colorado Springs, Colorado on curriculum change and continuity. The report by this team to the Lander faculty will become the springboard from which future curricular changes and other academic activity come.

STUDENT SERVICES

Residence Halls

During the 1973-74 year, Lander operated with housing facilities for 210 women and 45 men. Each room housed two students. The College furnishes a bed with mattress (twin size bed), a chest of drawers, a desk, and a chair. Students may provide additional furniture and decorations.

Residence Hall Assistants conduct periodic inspections of rooms for sanitary and safety conditions, unauthorized property and damages to property in order to properly maintain College property and to provide an environment conducive to dormitory life.

Counseling Services

Counseling Services at Lander College are designed as a part of Student Affairs, to help college students grow in self-understanding toward the attainment of their goals. Counseling is available in the areas of career planning, job placement, academic affairs, personal problems, and veterans affairs. Also students wishing to discuss any aspect of campus life at Lander are always welcome. Along with group counseling, informal "rap" sessions may be scheduled for groups of students with similar concerns.

Any problem, large or small, can be confidently discussed by visiting the Counseling Services Office. Students may be referred by members of the Lander Community or come to the counselor's office on their own initiative.

The following data which comes from the counselors log and monthly reports show the total number of students counseling sessions between September 1973 (when the counseling program was initiated) through June 1974.

Veteran Visitation—467

Personal Counseling Visitations—112

Academic Counseling Visitations—169

Career or Informational Counseling—77

Over 40% of the student body has used the Counseling Services Office for one reason or another during the past fiscal year. This includes veterans, personal, career, academic, and group counseling. This percent will increase if those that just drop by for a visit were included. From feedback, the counseling staff has been successful and most helpful to those students who used the services.

The central concern of the services has been to make the college experience more meaningful and rewarding for the students who come for assistance. A purpose of the counseling services is to help in the growth and development of the individual client, thus making their education (formal and informal) significant, and that it contribute to their development as a human being.

Placement

Placement Services have been the responsibility of the Dean of Student Affairs. Consequently, services offered have been limited. The Dean of Students did assist graduating seniors with compiling a set of credentials which is kept in the office for use by prospective employers. The Placement Office also serves as a link between students and local businesses and agencies seeking part-time employment. Many South Carolina School Districts interview prospective teachers and several businesses come to the campus for interviews. Currently, there is a limited amount of printed material available to students in the Placement Office. A full-time Career Counselor and Director of Student Placement is employed for the first time (1974-75) and will develop a comprehensive placement program.

Financial Aid

The College offers a variety of scholarships, grants-in-aid, work opportunities, and loan funds to help defray expenses. Most of our scholarship awards are based on financial need; however, a number of scholarships are awarded for academic achievement. Need must be established to receive loans, grants, and work since these are federally funded programs. During the 1973-74 year, 222 students received financial assistance amounting to \$226,617.

Bookstore

The bookstore is located in the Student Center. In addition to stocking text books, such items as blazers, sweatshirts, class rings, mugs, toilet articles, stationery, and class room supplies are available. Refund and buy-back policies are posted in the Bookstore.

Food Services

Students are offered the choice of a five or seven day board plan. Boarding students must present their identification card prior to entering the dining room. A luncheon plan is provided for commuting students who desire to dine on campus.

A Snack Shop is located in the Main Building for Lander students and their guests. Game equipment and short orders are provided for the students from 8:00 a.m. til 10:00 p.m.

Infirmmary

The College operates an infirmmary for boarding students under the direction of a registered nurse and the supervision of the College physician. First aid and emergency treatment at the infirmmary are available to all students. Facilities are adequate for the treatment of temporary and minor illness or injury. Regular boarding student fees cover the cost of such, including simple routine treatment and routine medicines available in the infirmmary. Services of medical personnel other than those mentioned and the costs of special drugs or treatments prescribed by a physician are the financial responsibility of the student. In case of serious or protracted

illness, the extra expenses are to be paid by the student. Parents are notified promptly of any serious illness of their son or daughter by the Dean of Student Affairs. The infirmary is not open during the summer sessions.

Laundry

A complete coin-operated laundry facility is located on campus in the basement of Chipley Hall.

Post Office

The post office is located in the Student Center. Boarding students are assigned boxes by the Bookstore manager. Student organizations may request a post office box. A commuting student may rent a box if one is available.

STUDENT ACTIVITIES

Student life at Lander College is enriched by a variety of student groups and organizations. These activities provide the students with the opportunity to develop their interests and abilities outside the classroom. These organizations and groups are made up of departmental, social, honorary, and recreational programs.

Each organization has an advisor who is a full-time faculty member or on the administrative staff. The role of the advisor is to assist the students in their programs and organizational activities.

ORGANIZATIONS ON CAMPUS

Student Government Association

The administration and faculty of Lander College, believing the welfare of the College will be advanced by the development of an efficient system of self-government among the students in all that relates to the conduct of the students individually and as a group, has entrusted to them a share of all matters pertaining to student conduct, loyalty, and honor.

The success of student government is based upon the idea of serious individual responsibility. Since the standards of

the groups can be no higher than those of each individual within the group, it is the duty of each student to strive to make this system effective and thus maintain the purpose of the organization.

The Student Government Association is composed of all students regularly enrolled at Lander College. The government units of SGA consists of three divisions: the executive council; the legislative council or senate; the judicial council. Copies of the SGA Constitution and By-Laws are available to students in the Dean of Student Affairs Office.

Class Organizations

Class organizations provide a means of bringing the students of each of the four classes into a closer fellowship and to enable them to carry out their social programs as individual groups, uniting in friendly competition in producing class activities. Class officers elected for each class are: president, vice president, secretary-treasurer, senators, judicial representatives, College Center Board representatives.

College Center Board

The College Center Board has as its primary objective the planning and implementing of all student activity programs. Programs which are the responsibility of the College Center Board include: campus movies, dances, concerts, cultural programs, and other special events.

The Association of Boarding Women

All female boarding students are members of the Association of Boarding Women. The governing body is the Women's House Council which consists of the following members: president, vice president, secretary-treasurer, president of Chipley Hall, president of the Apartments, and representatives from female residents.

Fraternities

There are three national fraternities on the Lander campus. These are Pi Kappa Phi National Fraternity, Sigma Nu Na-

tional Fraternity, and Tau Kappa Epsilon National Fraternity. Each of these groups has its own social programs and does various community service projects.

Interfraternity Council

The purpose of this organization is to determine and regulate matters of concern to the fraternity system and its members, and to promote the best interests of the fraternity system.

Sororities

There are three sororities that make up the sorority system at Lander College. These are Alpha Phi International Sorority, Phi Mu National Sorority, and Delta Sigma Theta, which is a social and service sorority.

Panhellenic

The purpose of Panhellenic is to maintain on a high plane, fraternity life and interfraternity relationships within the College. This organization pledges to further intellectual achievements and sound scholarship and to encourage high social standing.

Student Publications

The *Ivy Press* is the official Lander College student newspaper. The *Naiad* is the official Lander College yearbook, and the Student Handbook is the official Lander College student guidebook. The *Review* is the official Lander College student literary magazine. These publications are edited and managed by students with the assistance of a faculty advisor. Students, faculty, and administrators may provide advice and criticism but shall not exercise power of censorship.

Departmental and Interest Organizations

There are eighteen departmental and interest groups on the Lander campus. These various organizations provide a spirit

of cooperation and unity among the student body and add additional learning experiences to the life of a college student.

Athletic Club
Behavioral Science
Home Economics Club
Lambda Tau
Lander Players
Lander Singers
Lyrikers
Music Educators National
Conference
Pep Band

Pep Club
Pamoja Club
Phi Beta Lambda
Pi Epsilon Mu
Student National Education
Association
Student Nurses' Association
Young Democrats
Young Republicans
Veterans Organization

Lander College Recreation Association

The purpose of the Lander College Recreation Association is to provide athletic and recreational experiences for all students as an integral part of the college program which is not otherwise provided for in the curriculum. Student leadership is responsible for the promotion and administration of these activities. Every student is a member of the athletic association and is encouraged to participate in the activities offered.

Denominational Organizations

The purpose of these organizations is to act as the connecting link between the home church and the churches in the College community. Present organizations are as follows:

Baptist Student Union
Canterbury Club

Wesley Fellowship
Westminster Fellowship

Honorary Activities and Societies

Who's Who Among Students in American Universities and Colleges: A committee of students and faculty is appointed each year to select students to Who's Who. Criteria used in making the selection are: the student's scholarship; his/her participation and leadership in academic and extracurricular activities; his/her citizenship and services to the school; his/her promise of future usefulness.

Honor Societies are to promote and recognize scholarship and those elements of character which make scholarship effective among the students in the academic divisions of colleges and universities.

Alpha Chi (scholarship)
Alpha Kappa Gamma (female honorary)
Blue Key (men's honorary)
Phi Alpha Theta (history)

LIBRARY

The need for additional library space continues. Planning for a new library building began in 1973-74. The building will contain approximately 57,000 square feet. The Board of Trustees Planning Committee selected the architectural firm of Freeman, Wells, and Major of Greenville, South Carolina. Dr. Joanne Harrar, Associate Director of Libraries of the University of Georgia, was employed as consultant.

Staff

With the addition of one librarian, the professional staff increased 50%. With the addition of three people, the non-professional staff increased 300%.

The Collections

The total volumes held by the library increased by 19,884 volumes or 37%.

Total Volumes May 31, 1973	Volumes Added	Total Volumes May, 31, 1974
54,069	19,884	73,953

Books: The book collection increased by 18,628, including the addition of a 14,015 volume microbook collection.

	Holdings May 31, 1973	Added	Holdings May 31, 1974
Books	43,410	4,613	48,023
Microbooks	0	14,015	14,015

Periodicals: The number of periodicals received was increased by 161 titles or 24%. Many back files were acquired on microfilm.

Current Periodicals May 31, 1973	Subscriptions Added	Current Periodicals May 31, 1974
510	161	671

Microfilms: Included in the total number of volumes held by Lander Library are 2,859 microfilm reels, 1,189 microfiches, 14,015 microbooks. The addition of 15,144 micro items in-

creased the micro collection by 84%. Back volumes of periodicals and the NEW YORK TIMES are on the microfilm reels.

	Holdings May 31, 1973	Added	Holdings May 31, 1974
Microfilms	1,742	1,117	2,859
Microfiches	1,177	12	1,189
Microbooks	0	14,015	14,015
Total	2,919	15,144	18,063

Orientation

The orientation class for freshmen has been removed from the curriculum, and the librarians teach use of the library to students in English 102. Orientation to subject areas is given when requested by faculty members.

ALUMNI AFFAIRS

During the year 1973-74 our goal has been to contact personally all the alumni in the state of South Carolina. This has been accomplished through the meetings which are held at some time during the year in each area. South Carolina is divided into 23 geographical areas under the direction of an area director. The area directors are members of the executive board and meet with the officers and trustees at two regular meetings and a business meeting of the entire Alumni Association at the end of the year.

The Alumni Office publishes a bulletin, "The mini-Messenger", four times during the year to keep alumni informed about the college and the Alumni Association.

The annual drive throughout the entire membership of the Alumni Association, 4133, was carried on in October. This was a personal solicitation in the state and a direct mail campaign in out of state. Funds are used for various projects of the Alumni Association including two alumni scholarships and for support and maintenance of the Alumni House.

PUBLIC AFFAIRS

The purpose of the Public Affairs Office is to make the Lander College story known to the largest number of people

possible, both within the boundary of the State of South Carolina and outside it. Activities of the office embrace general public relations. As a practical matter, the objectives of the department are obtained through personal contacts, direct mail, news releases, and similar means.

The Public Affairs Office publishes three times a year "The Lander College Magazine," a general interest periodical which is mailed to approximately 4,000 alumni of the college, and to a selected list of about 2,000 active supporters of the college.

Regular news releases concerning significant events at the college are mailed to all South Carolina daily newspapers and television stations. Weekly newspapers and local radio stations receive releases when the news is of considerable general interest, or when local students are featured.

An internal publication, "Friday Morning at Lander College," is published weekly for distribution to the entire college community. The bulletin carries news of meetings, coming college events, and reminders of important college dates, such as registration deadlines, graduation activities, etc.

The Public Affairs Office operates a printing and duplicating facility with a wide range of capabilities. Recent achievements have been the printing of a textbook, printing of posters for campus-wide events, and brochures used in advertising and recruitment activities.

ADMINISTRATIVE SERVICES

Mail Service

Our campus shop director is directly responsible for incoming mail service. With an increase in enrollment, mail volume has more than doubled over the past year. The college post office receives all incoming mail and distributes on a daily basis all mail for students, faculty and staff. Post office boxes are provided for boarding students and faculty. All other mail is distributed to a central location in the main building.

Parking

With an increased enrollment, parking facilities are not adequate. Our student body is predominately commuting stu-

dents that requires parking facilities within walking distance of most classroom buildings.

Present plans call for the addition of two parking lots during the 1974-75 academic year.

Telephone Service

As with other services required for an expanding enrollment, telephone service has grown during the past year. Additional equipment has been installed to accomodate approximately 200 extensions. The addition of a full-time WATS line has decreased our charges for long distance calls within the state.

ATHLETICS

Lander College has established a limited intercollegiate athletic program. A faculty committee advises on policy matters related to the development of the program.

Full intercollegiate schedules in basketball, golf and tennis for men and volleyball, softball and basketball for women were played during the 1973-74 academic year. The schedule was filled on a home and away basis with other small colleges. The Lander Senators Club provided limited scholarship funds for the program.

Faculty members of our physical education department directed an extensive intramural program for the student body.

The athletic staff consists of Finis Horne, who is classified as athletic director and basketball coach, Joe Cabri a faculty member as tennis coach and Bill Dawson, vice president for financial affairs, as golf coach. Members of the physical education department coach the womens intercollegiate sports.

The college used its own facilities for basketball and tennis. It received cooperation from Star Fort National Golf Club for use of its golf facilities.

PHYSICAL PLANT

Lander College's campus comprises approximately 70 acres located two blocks from the downtown business district of

Greenwood. The buildings consist of the main administration and classroom building, Barratt Science Building, Grier Student Center, Barksdale Physical Education Center, Library, the President's home, Lander Apartments, Chipley Hall and College Hall.

With the exception of Barratt Science Building and Barksdale Physical Education Center, all buildings are old (1904) and inadequate. Inadequate funding during the past years prevented much needed repairs and renovations. Under state control a system of preventive maintenance has been implemented which will insure maximum use of these buildings.

Planned renovations and construction of additional facilities will insure our rapidly expanding student body a basic plant comparable with that of our sister state colleges.

CAPITAL IMPROVEMENTS

A master plan for the development of Lander College was completed during 1973-74. This plan provides for the expansion of the college, making use of all available campus property.

A basic plant consisting of new facilities for the Library, Student Center, and Academic instruction comprise the initial phase of development of the "New Lander".

The first new construction at Lander since state control was started during June, 1974. A small office/classroom and maintenance buildings are the first state projects and are scheduled for completion during October, 1974.

The architectural firm of Freeman, Wells, and Major of Greenville has been selected to design our Library. Plans for this new building should be completed in November, 1974 with projected construction beginning in January, 1975. Total cost of new Library is projected at \$2,652,000.

BUSINESS AFFAIRS

Accounting

On July 1, 1973, Lander College came under control of the Board of Trustees of the State Colleges of South Carolina.

As state control became evident, plans were coordinated to

transfer from a manual accounting system to a computerized one. Since the college had been working with the State Auditor's Office prior to July 1, 1973, the transition period was well planned and proceeded smoothly. The fiscal year 1973-74 was marked by an increase of 41 per cent in the general operation budget over the previous year. This increase was absorbed with the addition of one accountant and one clerk. The accounting division is also responsible for the development and operation of the computer for general college use. This division also coordinates the Blue Cross-Blue Shield Insurance Program as well as life insurance plans for administration, faculty and staff.

Personnel

The personnel division is responsible for planning, administering and supervision of personnel program. This division keeps all records on classified employees of the college. They also perform all administrative requirements of the State Personnel Division in regard to faculty and unclassified positions. The personnel division is in constant contact with the State of South Carolina Personnel Division in reviewing positions and requirements at Lander.

Classified employees as of June 30, 1974, totaled 74. Unclassified employees totaled 81.

Purchasing

Purchasing is divided into four areas. The Director of Physical Plant purchases all repair materials. The Bookstore Manager purchases all resaleable supplies and books. All other equipment and supplies are purchased through the Business Office, with the exception of library books, which are purchased by the Librarian.

The Business Office issues all purchase orders. Plans are being coordinated to establish a central storage warehouse to handle items such as paper, office supplies, repair material, and custodial supplies.

With an increased operating budget, the purchasing load has increased by 32 per cent. Purchase orders placed during

1972-73 number 1354. For the fiscal year 1973-74 the number increased to 1789.

Physical Plant

In the fiscal year 1972-73 the Physical Plant expenditures totaled \$166,306. The expenditures for 1973-74 totaled \$271,718. This is a 63% increase over the previous year.

This increase is a result of employing additional maintenance workers, the creation of a custodial department and an increase in the security department to allow for 24 hour security.

Renovation of offices were a major concern during 1973-74. Offices were divided and partitioned to expand the present facilities.

The total number of employees in the Physical Plant numbers 34.

Motor Pool

The motor pool is under the supervision of the business office. The physical plant has two trucks, one—two and one half ton and one Jeep. The college also maintains a 48 passenger bus, one station wagon and five passenger vehicles for use by administration, faculty, staff and students.

Plans for the 1974-75 year are to move the motor pool supervision to the Physical Plant Director.

Auxiliary Enterprises

The auxiliary enterprises includes Resident Halls, Dining Hall, Snack Bar, Student Laundry and Vending Machines, and Bookstore. Auxiliary's continue to operate in the black for 1973-74.

Resident Halls

Resident Halls are composed of one dormitory for 105 women, one house for 15 men, 5 apartments for 105 women and 3 apartments for men.

Dining Hall

The cafeteria exist mainly for resident students. Faculty, administration, staff and commuting students may also purchase meals on a daily basis. The cafeteria offers two boarding plans for resident students; one plan is a 5-day and the other one is a 7-day meal plan.

Snack Bar

The snack bar prior to June 30, 1973, had been composed of vending machines. An old Gym was renovated and a snack bar installed. The snack bar was not run by the college but leased out, which proved to be very satisfactory to Lander. The snack bar was a welcomed addition to the college community.

Vending Machines

The college maintains a limited number of vending machines which are owned by various companies. The college receives commission from the sales.

Bookstore

The bookstore has been expanded to allow for large inventories. The bookstore floor space has more than doubled during 1973-74. With the anticipated increase in enrollment the bookstore expansion should prove to be an excellent investment. At present the bookstore operates on a small profit which will be used to increase inventory for the additional space.

LANDER COLLEGE
FINANCIAL REPORT—FISCAL YEAR 1973-74

Operating Funds:

Education and General Revenue	
Student Fees	\$ 676,839
State Appropriation	948,284
Other Revenue	34,224
Add Balance from Previous Year	18,104
Total Revenue (Education and General)	\$1,677,451

Auxiliary Services (Net Expended)	203,942
Student Financial Aid (Net Expended)	226,617
Student Activities (Net Expended)	55,333
Other Sponsored Programs (Net Expended)	150,000

Grand Total Operating Revenue **\$2,313,343**

Education and General Expenditures	
Administration and General	\$ 432,030
Educational Programs	790,390
Library	183,313
Physical Plant	271,718

Total Expenditures (Education and General) **\$1,677,451**

Auxiliary Services	203,942
Student Financial Aid	226,616
Student Activities	55,333
Other Sponsored Programs	150,000

Grand Total Operating Expenditures **\$2,313,342**

Capital Improvement Funds

Revenue—State Capital Improvement Bond \$ 280,000

Expenditures and Obligated Funds

Office—Classroom and Maintenance \$ 280,000

STATISTICS

Total Enrollment

Total Enrollment	Fall 1973
Head Count	1039

Enrollment by Class

	Fall 1973
Freshmen	424
Sophomore	241
Junior	193
Senior	181
Other	27

Enrollment by Sex

	Fall 1973
Male	504
Male Percent of Total Head Count	48.5
	Fall 1973
Female	535
Female Percent of Total Head Count	51.5

Student Characteristics

Status	Fall 1973
White	949
Black	77
Other	13

Marital Composition

	Fall 1973
Single	729
Married	290
Other	20

Armed Services

Male Only	Fall 1973
Veteran	116
Non Veteran	386
No Response	2

Faculty Characteristics

	Fall 1973
Professors	10
Associate Professors	7
Assistant Professors	39
Other	21
	Fall 1973
Course Offerings	440

Average Salaries of Instructional Faculty

	Fall 1973
Professor	\$13,600
Associate Professor	\$11,900
Assistant Professor	\$10,800

S. C. STATE LIBRARY

